

**STATE OF IDAHO HIV/AIDS Case Management Standards
SERVICE PLAN**

Intake Date_____ Update Date_____ Client ID_____

DESIRED OUTCOME/ COMMITMENT	Start Date/ Completion Date	Review Date/ Initials
DESIRED BASIC NEEDS OUTCOME: To use available resources to meet basic need for clothing, food, furniture, and transportation.		
<input type="radio"/> No assistance with basic needs is necessary at this time.		
<input type="radio"/> Client will identify need for assistance with basic needs by: (date)		
<input type="radio"/> CM will identify resources to meet identified needs by: (date)		
<input type="radio"/> CM will make referrals as needed.		
<input type="radio"/> CM and client will assess basic budgeting skills to plan for future needs to be met with minimal emergency assistance.		
<input type="radio"/> CM will make referral to local financial counseling agency for assistance with credit and budgeting issues.		
<input type="radio"/> Client will apply for food stamps with assistance from CM if necessary.		
<input type="radio"/> CM will assist client as necessary for transportation needs for medical appointments.		
<input type="radio"/> CM will monitor basic needs on an ongoing basis.		
<input type="radio"/> Specify:		
DESIRED FINANCIAL OUTCOME: To have regular adequate income.		
<input type="radio"/> No assistance with finances is needed at this time.		
<input type="radio"/> Client will keep appointments and complete paperwork required to receive and maintain income benefits from: <input type="radio"/> VA <input type="radio"/> SSA (SSI, SSDI) <input type="radio"/> Other		
<input type="radio"/> CM will assist client with paperwork and appointments as needed.		
<input type="radio"/> Client will notify CM of any changes in matters that may affect income.		
<input type="radio"/> CM will assist client with setting up financial/budget plan.		
<input type="radio"/> Client will be responsible for maintenance of financial plan.		
<input type="radio"/> CM will assist client in accessing utility assistance programs as needed.		
<input type="radio"/> CM will assist client with accessing emergency grants as needed.		
<input type="radio"/> CM will monitor financial activities on an ongoing basis.		
<input type="radio"/> Specify:		
DESIRED HOUSING OUTCOME: To have stable, affordable housing.		
<input type="radio"/> No assistance with housing needed at this time.		
<input type="radio"/> Client will complete all paperwork and attend appointments necessary to obtain and maintain housing:		

<input type="radio"/> Section 8 <input type="radio"/> HOPWA <input type="radio"/> Other		
<input type="radio"/> CM will assist with paperwork as needed or refer client to housing resources.		
<input type="radio"/> Client will meet requirements for living in selected housing. CM will monitor compliance on regular basis.		
<input type="radio"/> CM will work with housing counselor or landlord if problems arise to ensure stability of housing.		
<input type="radio"/> CM will monitor housing needs on an ongoing basis.		
<input type="radio"/> Specify:		
DESIRED CHILDREN/DEPENDENTS AND SOCIAL SUPPORT: To have safe living situation for children. To have an active and acceptable social support network.		
<input type="radio"/> No assistance with children/dependents and social support network is needed at this time.		
<input type="radio"/> CM will assist client in making appropriate changes to living situation to ensure safety of children/dependents.		
<input type="radio"/> CM will refer client to Legal AID (or similar organization) for assistance with guardianship issues as needed.		
<input type="radio"/> CM will refer client to support groups and community resources as necessary.		
<input type="radio"/> CM will monitor children/dependent and social supports network needs on an ongoing basis.		
DESIRED MEDICAL OUTCOME: To have medical care consistent with level of need.		
<input type="radio"/> No assistance with medical issues needed at this time.		
<input type="radio"/> Client will keep regular medical appointments.		
<input type="radio"/> Client will notify CM is having communication or other problems with medical staff.		
<input type="radio"/> CM will assist with communication between client and medical staff.		
<input type="radio"/> CM will assist client in obtaining ADAP medications.		
<input type="radio"/> CM will complete enrollment and recertification papers and obtain necessary documentation and signatures from clients.		
<input type="radio"/> CM will assist client in obtaining required quarterly labs for ADAP.		
<input type="radio"/> CM will refer to medical or dental professionals.		
<input type="radio"/> CM will assist client in assessing need for assisted living/long term care and coordinate with medical providers.		
<input type="radio"/> CM will monitor medical needs on an ongoing basis.		
<input type="radio"/> Specify:		
DESIRED INSURANCE OUTCOME: To have continuous and comprehensive insurance coverage.		
<input type="radio"/> No assistance with insurance is needed at this time.		
<input type="radio"/> Client will complete all necessary paperwork to obtain and continue insurance coverage.		
<input type="radio"/> Client will apply for private insurance (if appropriate).		
<input type="radio"/> Client will report difficulties with insurance coverage to CM.		

<input type="radio"/> CM will assist client, as needed, with insurance difficulties.		
<input type="radio"/> Client will apply for Medicaid coverage. CM will assist as necessary (paperwork, setting up appointment, etc).		
<input type="radio"/> CM will work with client/employer to ensure COBRA medical extensions.		
<input type="radio"/> CM will monitor insurance needs on an ongoing basis.		
<input type="radio"/> Specify:		
DESIRED MENTAL HEALTH/EMOTIONAL SUPPORT OUTCOME: To utilize mental health services as needed. To develop and maintain resources for emotional support.		
<input type="radio"/> No assistance with mental health at this time.		
<input type="radio"/> CM will assist client in identifying services appropriate to needs.		
<input type="radio"/> CM will make referrals to: <input type="radio"/> Private therapist <input type="radio"/> Psychiatrist <input type="radio"/> Mental health evaluation (hospital, RMHA)		
<input type="radio"/> Client will participate in appropriate services selected.		
<input type="radio"/> No assistance with emotional support is needed at this time.		
<input type="radio"/> CM will keep client informed of available options for group and individual counseling.		
<input type="radio"/> CM will assess client's level of satisfaction with support activities.		
<input type="radio"/> Client will utilize informal support of family and/or friends.		
<input type="radio"/> CM will monitor mental health and emotional support networks on an ongoing basis.		
<input type="radio"/> Specify:		
DESIRED SUBSTANCE USE OUTCOME: To develop and maintain a program of support consistent with goals regarding substance use.		
<input type="radio"/> Not applicable.		
<input type="radio"/> Client will keep regular medical appointments.		
<input type="radio"/> CM will assist client in identifying personal goals regarding substance use.		
<input type="radio"/> CM will assist client in finding specific meeting groups or individuals where he/she can get appropriate support.		
<input type="radio"/> CM will inform client of possible program options for substance use issues.		
<input type="radio"/> Client will regularly participate in a chosen support program.		
<input type="radio"/> CM will monitor client's participation in chosen activities and will monitor client's need for assistance with substance use issues.		
<input type="radio"/> Specify:		
DESIRED LEGAL OUTCOME: To have legal assistance related to estate planning, and other legal issues as needed.		
<input type="radio"/> No assistance with legal issues is needed at this time.		

<input type="radio"/> CM will assist client in identifying legal needs.		
<input type="radio"/> CM will assist client in obtaining samples of legal documents for client to complete.		
<input type="radio"/> Client will complete necessary legal paperwork for estate planning.		
<input type="radio"/> CM will monitor legal issue needs on an ongoing basis.		
<input type="radio"/> Specify:		
DESIRED INDEPENDENT LIVING SKILLS OUTCOME: To develop and maintain an appropriate level of independence.		
<input type="radio"/> No assistance with independent living skills needed at this time.		
<input type="radio"/> CM will assist client in enrolling in the appropriate service to assist with ADL's (activities of daily living).		
<input type="radio"/> CM will monitor the need for in-home assistance and level of satisfaction with services currently receiving.		
<input type="radio"/> Specify:		
DESIRED HIV BACKGROUND AND PREVENTION EDUCATION OUTCOME: To increase or maintain level of understanding of HIV and prevention issues to decrease risk to self and others.		
<input type="radio"/> No assistance is needed with HIV prevention at this time.		
<input type="radio"/> CM will provide client with HIV prevention/risk reduction education.		
<input type="radio"/> CM will assist client in developing a risk reduction plan.		
<input type="radio"/> CM will monitor compliance with risk reduction plan.		
<input type="radio"/> Specify:		
DESIRED DRUG ADHERENCE OUTCOME: To increase current level of understanding of medication regimen and decrease barriers to drug adherence.		
<input type="radio"/> No assistance is needed with drug adherence issues at this time.		
<input type="radio"/> CM will monitor client's ability to increase drug adherence.		
<input type="radio"/> CM will communicate with medical provider on issues which may arise in regards to drug adherence.		
<input type="radio"/> CM will communicate with pharmacy on an as needed basis.		
<input type="radio"/> Specify:		